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# Stage Managers Guide

Winter 2002

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# ***THE BAND OF THE U. S. AIR FORCE RESERVE***

## ***Dixie Express***

### **STAGING REQUIREMENTS**

#### **Arrival**

The band will arrive according to the operations representative's (OPS REP) designated time. The event sponsor or point of contact should be available to meet the band upon arrival to greet and assist the OPS REP with the organization of the performance. The following are standard requirements needed to ensure the highest quality performance by Dixie Express.

#### **Stage**

**Dimensions:** Performance area should be at least 15 feet wide and 10 feet deep.

**Construction:** The stage, or area being used, must be level with a firm foundation.

**Cleanliness:** The performance stage and dressing room areas should be cleaned before the arrival of the band. If the band is performing on a stage with other entertainers (i.e. festivals, picnics, park concerts, etc), please ensure the area is cleared of all other equipment and events prior to the band's designated set up time.

**Access:** The stage should be accessible without the use of stairs (ramps are preferred). Parking should be provided for two large (15 PAX) passenger vans, or one 45 passenger bus. We will also need a secured storage area to store unused equipment and empty cases. This area should be near the performance area.

**Set Up/Sound Check:** Normally, the band can set up their equipment in approximately one hour. However, due to the complexity of unforeseen delays, it could possibly take up to one and a half hours for set up and sound check. **NOTE:** The band **MUST** perform an audible sound check (play live music) prior to, and as close to (proximity), the performance. Please notify all persons working or having meetings in, or near this area. This will alleviate our sound check being delayed and extending the set up time.

**Electrical:** Electrical power (one dedicated 120Volt/20Amp circuit) is needed to support a small PA system (i.e.: speaker amp and effects rack). Outlet for power should be within 20 feet of performance area.

**Lighting:** No special lighting is required. General stage lighting is sufficient, as the venue requires it.

**Audio:** The band normally provides all of it's own audio support. However, we can easily use an existing PA. For smaller venues, 3 to 4 mics can be sufficient. For larger venues, see attached sheet for stage diagram and recommended mic placement. Please coordinate with the OPS REP at least 30 days before performance.

#### **Dressing Rooms**

Two secured dressing rooms in close proximity to the stage area are needed for approximately six males and two females. Please inform the OPS REP of any rules concerning smoking, eating, etc.

#### **Contact**

SSgt Steve Collins, Jr.  
550 Allentown Road  
Robins AFB, GA 31098  
COM: (478) 327-0555  
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DSN: 497-0555

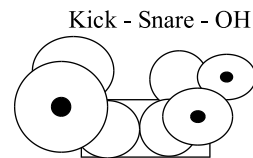
# Band Of The US Air Force Reserve

## DIXIE EXPRESS

Tuba

Banjo

VOX



T-bone

Tpt

Clar

VOX

VOX

VOX

<b><u>Channel</u></b>	<b><u>Instrument</u></b>	<b><u>Mic</u></b>	
1	Kick	RE20	
2	Snare		
3	OH	81	
4	Banjo	57	
5	Guitar	DI	
6	Tuba	Clip	
7	Trombone	Clip	
8	Trumpet	Clip	
9	Clarinet	Clip	
10	VOX - Trombone	58	
11	VOX - Trumpet	58	
12	VOX - Clarinet	58	
13	VOX - Banjo	58	